

MUNICIPAL AIRPORTS AVIATION ADVISORY COMMISSION
MEETING MINUTES

Thursday, January 6, 2022

VIA Teleconference - Microsoft TEAMS to listen in, to provide verbal comments or to ask questions, email merrillinfo@ci.anchorage.ak.us your name, phone number, and requested agenda item(s) no later than 09:00am the day of the meeting . The subject line should read "MAAAC Phone Testimony."

ATTENDANCE

COMMISSION MEMBERS PRESENT

Stormy Jarvis, Interim Chair

Jamie Klaes

Dave Frazier

Philip Logan

Michael McCauley

Michael Williams

COMMISSION MEMBERS ABSENT

Keenan Zerkel

AIRPORT STAFF PRESENT

Dr. Ralph Gibbs, MRI Airport Manager

Amy Garcia, MRI Finance

BreAnn Brandlen, MRI Service Administrator

Julie Hixenbaugh, Commission Secretary

1. CALL TO ORDER

Ralph Gibbs called the meeting to order at 12:01 PM. Suggested the board elect an interim Chair. Jamie Klaes nominated Stormy Jarvis, she accepted and was unanimously elected as interim chair.

2. SELF INTRODUCTIONS

Stormy read the municipal code for the purpose of the commission. 1) Advise and make recommendations to the administration and assembly on all matters pertaining to the annual operating budget for municipal airports; and

2) Advise and make recommendations to the administration and assembly on all matters pertaining to operations of municipal airports, including rules, regulations and administrative guidelines in force at municipal airports.

Interim Chair, Stormy Jarvis asked all attendees to introduce themselves. The assembly appoint 5 new members since last meeting. Seat 2-Dave Frazier, Seat 3 Philip Logan, Seat 4 Michael McCauley, Seat 5 Michael Williams and Seat 7 Keenan Zerkel.

There is now a full board of seven, MAAAC members. The members were all vetted by the Mayor's office and approved by the assembly. There was clarification that the

member of seat 7 – Airmen's Association, doesn't represented that group but is a member of the group.

3. MINUTES OF THE PREVIOUS MEETING

Unanimous approval of the November 4, 2021, minutes. Motion to approve by Jamie Klaes, seconded by Stormy Jarvis.

4. **CHAIRPERSONS REPORT-** Dave Frazier made a motion to table the election of officers until the next meeting on March 10th, 2nd by Michael McCauley. There are two positions Chair and Vice-Chair. Motion passed unanimously.

5. AIRPORT MANAGER'S REPORT

- **Noise Complaints**

Number one noise complaints are from helicopters. They need to be more sensitive to the neighborhoods. Ralph is concerned if they don't police themselves the assembly might be forced to get involved.

- **Vehicle/Pedestrian Deviations or Incursions**

Thomas Candelario from the FAA Runway Safety Council is setting up a meeting to discuss VPD's on MRI. It will be held in later part of March. They are looking for a meeting place big enough to hold 80 or more people. The airport has had a number of VPD's from foot traffic looking for a short cut across the property. Double fencing might be a solution.

- **CARES Budget**

Merrill Field received 18 million dollars in CARES money previously and just received another 1 million. We are trying to allocate the funds as of now. It can be used to pay the matching funds for the AIP Grants on the projects in place on the Master Plan. Ralph has a power point he has presented on these projects and will re-send.

- **SIMS Center**

There has been great interest from the helicopter pilots. Ralph has been checking out instructors and giving them a key to the SIMS center so they can log time. The billing is done monthly. He is updating and repairing the machines in his spare time and working to automate the SIMS center and will hire schedulers in the future.

- **MRI Project Overview-MRI Road Construction**

Erik Jordt, HDL Engineering Consultant for MRI gave an update on the road project. Not much happening in the winter season. The stripping, signage and landscaping will finish up in June or July, the road will not need to be closed to finish the work. It is 90% finished.

Another project is the runway incursion study by R&M Consultants. They have submitted a final review for this project.

Erik reported the narrowing at TWY Mike was not as successful as planned. R&M has been hired to look at alternative run up areas at TWY Charlie and Mike. They

are meeting to discuss and figure out these ideas for runup locations. If you have ideas for this, please, send them to Erik. His contact information is in the chat window. ejordt@hdlalaska.com (907) 854-2826

Erik reported that another project on the books is the rehabilitation of Runway 7 - 25. DOT inspected the runway pavement and reported it is nearing the end of its life cycle, and needs to be rehabilitated. The grant will be submitted in 2022 for the design and it might have some reconfigurations of taxiway Mike and Charlie. Ralph assured the body that all will be involved in the rehabilitation. The construction will be for the year 2023.

Ralph shared the re-organization at the Merrill Field airport manager's office. He outsourced the engineering to HDL, Erik Jordt. Promoted Amy Garcia to the assistant manager position that was retooled to oversee the finance duties and the office personnel, leaving her former position vacant for future growth. Ralph oversees the maintenance personnel.

Amy said that there will be a savings in the operating budget for positions, with her former position vacant and outsourcing the engineering will allow MRI to only pay for services rendered.

Stormy requested that the organization chart be shared with the board. And would like to have updates on the budget presented to the board as they start to happen and to be involved with the budget process as it proceeds. She stated that over half off the commissions purpose is to approve the budget for MRI.

Amy reported that OMB starts the preliminary budgets in July or August for the calendar year of January-December. She shared that the budget books for all Municipal enterprises are located at muni.org, under the OMB tab. And budget updates are something that could be reported on at meetings.

6. ORGANIZATION REPORTS

- MRI ATCT – None
- CAP –None
- AOPA – None
- Lake Hood- None
- AACAA-None

7. OLD BUSINESS- Proposed 2022 MRI Operating and Capital Budget

The assembly approved the 2022 budget for Merrill Field.

There was a discussion on whether or not a resolution for the 2022 budget needs to be brought forward from the MAAAC. Due to changes in the board members, it was decided not to, but to move forward and have more open discussions about the budget thru the year and have a resolution for the next year. Stormy asked to have the budget update given in the manager's report. She stated that bullet points in the agenda would give a better overview of topics that will be discussed at the meeting.

Ralph suggested to have the manager's office put out a "living document" of the budget throughout the year, Amy agreed, it would be great idea and would be something that could be done. It would give more opportunities for feedback and eyes on the process as it is happening.

8. NEW BUSINESS

None

PUBLIC COMMENTS REGARDING AVIATION

- Terry Cartee ask if the NOTAM for flight less than 300' has been filed. It is already in the supplement.
Ralph was waiting for an OK from the FAAST Team but will get a NOTAM out right away.
- Mike Schoder gave a history of the commission. It originally was named Merrill Field Airport Commission and just dealt with Merrill Field.
As airspace and aviation matters came before the assembly, from outside of Merrill Field airport, they looked to the aviation experts on the commission to provide council. Thus, the Municipal Airports Aviation Advisory Commission was born, and its purpose is to look over all airports within the Municipality.
- Terry Cartee shared that Alsworth Engine Shop has written an article on how to bend the top back first not the throttle, for power management.

9. COMMISSION COMMENTS

- David Frazier asked if there is any notice for noise control with the upcoming spring flying season with the longer days.
Ralph said power management and altitude control education for the pilots has been an ongoing process. Most of the noise complaints come from 7-25 RNY being shut down for snow removal. The airport managers office will take all noise complaints.
- Jamie Klaes asked if the driver's test could incorporate more questions on noise control and tie down requirements. Are ratchet straps illegal? And asked if there was any damage to the airport from the emergency landing?
Ralph stated it was minor and has been charged for the damage.
- BreAnn Brandlen has worked with Municipal legal and MAAAC to update the tie-down permits to outlaw ratchet straps on MRI, it has been in effect since December.
- Mike McCauley would like to have this meeting streamlined and get the business done. He was concerned that this meeting did not really accomplish anything. He thanked the airport manager for his updates and looking forward to working to resolve issues at MRI.
- Jamie Klaes explained with everyone on the MAAAC board being new it was a warm up to see what is going on at MRI and seeing what direction to take.

10. OTHER

- Next Airport User Group Meeting April 6, 2022, 5:00PM, at the Airport Manager's office
- The next MAAAC meeting will be Thursday (THIS WILL BE THE SECOND THURSDAY OF THE MONTH), March 10, 2022 (TBA)

11. ADJOURNMENT at 1:42 p.m.